

KENTUCKY BOARD OF CERTIFICATION OF ALCOHOL & DRUG COUNSELORS
BOARD MEETING MINUTES
July 3, 2007

A regular meeting of the Board of Certification of Alcohol and Drug Counselors was held at the Division of Occupations & Professions on July 3, 2007.

MEMBERS PRESENT

Michael Vance, Chair
Jean P. Keen, Vice Chair
Patrick M. McKiernan
William Michael Sewell
Chris Fajardo

OCCUPATIONS & PROFESSIONS STAFF

Claude Wagoner, Director
Karen Lockett, Board Administrator

MEMBERS ABSENT

Martha Roberts Hardesty
Terry Reams

OTHERS PRESENT

Diane Fleming – Board Attorney

CALL TO ORDER

Jean Keen, Vice Chairman called the meeting to order at 10:40 a.m.

MINUTES

Motion was made by Mr. McKiernan to approve the minutes of the June 5, 2007 meeting. Motion, seconded by Ms. Keen, motion carried.

FINANCIAL STATEMENT

Motion was made by Mr. Fajardo to accept the financial statement. Motion, seconded by Mr. Sewell, motion carried.

DIRECTOR'S REPORT

Mr. Wagoner informed the Board that there are 5 different forms that have been created to display on the website. Mr. Wagoner explained to the Board that the applicants will be able to fill out the forms on line for accuracy and for legible writing, but the forms will still have to be sent in by regular mail with the application fee.

COMPLAINTS AND OTHER LEGAL MATTERS-MS. FLEMING

Complaint #0501 – Ongoing
Complaint #0502 - Ongoing
Complaint #0601 - Ongoing
Complaint #0602 – Ongoing
Complaint #0702 - Ongoing

Mrs. Fleming discussed the regulations with the Board for any modifications on any of the new regulations that are in place such as the Voluntary Inactive status, Supervision, Continuing education requirements, Curriculum of Study, Fees and the Complaint process.

Ms. Fleming discussed with the board a way to come up with a different complaint process for the Complaint Committee

The Fee regulation has been reviewed and ready to be filed, once the forms are ready to be changed.

OLD BUSINESS

There was no old business discussed.

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NEW BUSINESS

Ms. Keen agreed to contact Ms. Jeanie Carson regarding her e-mail to the board.

Motion was made by Mr. Fajardo to approve Mr. Wagoner to change the financial report. Motion seconded, by Mr. McKiernan, motion carried.

APPLICATION REVIEW

Motion was made by Ms. Keen to approve all actions taken on applications for certification. Motion seconded by Mr. Sewell, motion carried.

CONTINUING EDUCATION

Motion was made by Mr. Fajardo to approve all actions taken on applications to provide continuing education. Motion seconded by Mr. McKiernan, motion carried.

TRAVEL

Motion was made by Mr. Fajardo for approval of travel for today's meeting. Motion seconded by Mr. McKiernan, motion carried.

NEXT MEETING

August 7, 2007

ADJOURNMENT

Being no further business to come before the Board, the meeting adjourned at 12:57 p.m.



Approved
